1) Motion was made to call the meeting to order and was seconded.

2) Quorum was established. Those in attendance were Bissell Anderson, Doug Drenning, Kyle Herron, Mark Hetu, Otis Lutz, Trevis Shealy, Victor Washington, and Marion Weaver.

3) Motion was made to approve the agenda – was so moved by Kyle Herron and seconded by Otis Lutz.

4) Motion was made to approve the minutes – was so moved by Kyle Herron and seconded by Otis Lutz.

5) Continuing Business - Changes were made to the following Discipline pages:
   a) **WAN/LAN Protocols**
      i) Current - TCP/IP was moved to 5 years on Strategic Direction. *Marion said he spoke with Tom Barrett with the Presentation Services Subcommittee and Tom felt the State backbone should be removed from SNA (under current) and that we should start moving it to retirement. Trevis said he talked to Tom about this and he said Tom was talking about the State backbone portion. Kyle said we re-bill this at $.80 a mile per channel. Kyle said it is down to a couple of T1's per Lata and, in the grand scheme of things, is insignificant since the cost is a wash. Marion said we could not put it into retirement because we have no plan for it at this time and we cannot move forward without a plan.*
      ii) Implications and Dependencies – 'Business case study needs to be conducted to evaluate retirement of SNA protocol' was removed and replaced with, 'Individual agencies should conduct an evaluation for moving application from SNA to current technologies'.
      iii) Roadmap Notes – 'Need LAN protocol plan' was removed.
      iv) *Marion will be presenting at the AOC meeting in January.*

   b) **Hardware – Switches and Routers**
      i) *This was presented at the last AOC meeting and did not go well. One of the vendors issued a complaint very high up and succeeded in getting everyone put back on the contract that was originally on it. The question was asked by everyone as to why we were even meeting if we were going to be over-ridden on our decisions, and why even have an EOC? Kyle said he would relay the group's concerns to Larry and he felt like Larry would address this with the whole group.*

c) Remote Access Methods & Clients
  i) 'Direct Dial, Managed Services, IPSec VPNs, and Web Portal Access' were added under the 2 years Tactical Deployment with 'Ipsec VPNs and Web Portal Access' drawn out to 5 Years Strategic Direction.
  ii) Containment Targets – 'Backup or maintenance access' was added in parenthesis beside Direct Dial.
  iii) Emerging Platforms – 'Managed services Ipsec, VPNs and Web Portal access' was added.
  iv) Implications and Dependencies – Need to meet with Security Subcommittee to discuss possible protocols and standards requirements.
  v) Mark contacted the Security Subcommittee and they have no idea where this will fit in yet so he will speak with them monthly to see when they are ready to discuss. The Security Subcommittee has gone back and restructured everything. They have gone back and redefined all of their small domains within their security and do not know where this is going to fall, so they are trying to get their structure in place before they even open up discussion. They are not even close to where we are yet. Marion said he would not be presenting this anytime in the near future then, since the Security Subcommittee is not ready for it.

d) LAN Topologies
  i) Has not changed – *Marion presented at the last AOC meeting*

e) LAN Wiring
  i) Has not changed

f) Wireless Data Communications
  *i) Kyle suggested we change the name to **Wireless LAN Communications** since Data was somewhat misleading. Suggestion was accepted and the name was changed pending approval from the AOC (at Doug's request).*
  ii) Implications and Dependencies – Bissell asked that we add, 'Devices need to comply with 802.11i security standard' under Current. Mark was concerned about adding this so Marion suggested we place it under Implications and Dependencies as a reminder to discuss with Security once they caught up with where we are and are ready to discuss this issue. Marion said we did not want to set any standards for Security so it was best to leave it here as a note.
  iii) Roadmap Notes – 'Restrict discipline to LAN communications' was added.
  iv) Miscellaneous Notes: Trevis suggested we 'look into establishing a Wireless WAN transport discipline to include wireless (800 MHz, F50, and microwave)'. This was added as requested. (Note was made to change Data to LAN on second page.)

g) Enterprise Telecommunications (Voice/Video)
  i) 2 Years Tactical Deployment – IP – *Marion asked if we had any indications when we would be moving to IP and Kyle said we will be moving in stages.*
  ii) *Kyle said he felt this is complete and ready to present to the AOC.*

h) Directory, Network OS & Support SW
   i) *Kyle asked what "Look into State Higher Ed Directory project" (under Implications and Dependencies) was about. Bissell said it is where students can go to any university and carry their transcripts with them under one user name password instead of having to pay $5.00 for each transcript they needed. It was decided to remove this since it would be up to the individual universities to decide whether they wanted this or not.*

i) E-Mail Services
   i) Tactical Deployment - *Bissell asked if we wanted to add any other environments under this group. He stated he has been reading some negative write-ups on MS Exchange as far as viruses (maybe we want Gartner to look into it). Marion said this is basically a result of how good a business' security support system is. Kyle said we had Larry Page in to discuss this at the last meeting. Larry says this is why we are on GroupWise. Kyle and Marion said they felt MS Exchange was here to stay.*

6) **Action Items**
   a) *Marion will present WAN/LAN Protocols; Directory, Network OS & Support SW; Enterprise Telecommunications (Voice/Video); and e-Mail Services at the January AOC meeting since Doug said the December 17th meeting would be taken up with SAP. Marion mentioned that he presented LAN Topologies; and Hardware - Switches and Routers at the last AOC meeting.*
   b) *At this time, Kyle mentioned to the group that if anyone has any concerns over anything discussed in our meetings, they should feel free to contact an AOC member, one-on-one, and voice their concerns. He stated that the AOC meeting would not be the place to voice their concerns though, as this was a formal meeting to discuss actions only.*
   c) *Bissell brought up a discussion on the subject of firewalls being on contract. Kyle said firewalls are not on contract, that we have to do a 'Make and Bid'. Mark said that there is a contract out on the internet now because he just ordered something. Kyle said he would be making a phone call after this meeting and the firewalls would be removed from this list. He did say that IDS is on contract because it is not considered security.*

7) Next meeting was tentatively set for January 29, 2004 from 1:00 to 3:00 in room 205 Broad River Road. This meeting is contingent on Marion's conversation with the Security Subcommittee.

8) Motion was made to adjourn – Was so moved by Mark and seconded by Otis.